

November 9, 2015

**DUE BY JANUARY 10, 2016 ONLY IF
OFFERING CHOICE SUMMER SCHOOL
DURING THE SUMMER OF 2016**

Dear Choice Administrator:

Private schools participating in the Private School Choice Programs (PSCP) may be eligible to receive a state aid payment for providing allowable summer school instruction to choice eligible students. Schools will receive a per pupil payment of 5% of the maximum voucher amount for each eligible choice pupil that attends summer school. Note that summer school courses funded through federal Title programs are not eligible for payment through the private school choice summer school program.

A participating private school may receive a per pupil payment for eligible choice pupils that attend summer school if the following are satisfied:

1. The private school offers no fewer than 19 summer days of instruction during the summer;
2. Each summer day of instruction offered by the private school is comprised of no fewer than 270 minutes of instruction; and
3. Each pupil for whom the private school seeks payment attends no fewer than 15 days of summer instruction at the private school.

Schools will be required to submit a summer school report by October 1 following the summer school term. If your school is considering seeking choice state aid payments for eligible summer school instruction, the following information must be provided to the Department of Public Instruction by the specified dates:

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| May 1, 2016: | New schools submit a copy of the school's certificate of occupancy if not already submitted to DPI. New schools must submit a copy of the school's certificate of insurance or other evidence of the school having obtained the minimum insurance coverage required by the program. New schools must obtain a fidelity bond as required under the program. New schools must provide documentation of preaccreditation. |
| May 15, 2016: | Submit a list and description of the school's summer instruction that will be attended by choice eligible pupils and counted for state aid purposes. |
| October 1, 2016: | Submit the summer school program report. (The form will be sent to those schools that have timely submitted their intent to offer a choice summer school program and a list of allowable summer school instruction.) |

Additional information is available via the Summer School Bulletin: http://sms.dpi.wi.gov/sms_mpinfbul.

Feel free to contact me [phone: (608) 266-2853, fax: (608) 267-9207, email: Patrick.Gasper@dpi.wi.gov] if you have questions concerning this letter.

Sincerely,

Patrick Gasper, MPA
Consultant, Private School Choice Programs

If your school is interested in offering choice summer school instruction for the 2016-17 school year (summer of 2016) please return this form by January 10, 2016 to Patrick Gasper via mail, email or fax.

School Name and City (Print): _____

Choice Administrator (Print): _____

Check Program(s): MPCP ☐ RPCP ☐ WPCP ☐

E-mail Address (Print): _____